

VIRGINIA DEPARTMENT OF TRANSPORTATION

*TRAFFIC ENGINEERING DIVISION*

MEMORANDUM

GENERAL SUBJECT:  Traffic Signs		NUMBER: TE-241
SPECIFIC SUBJECT:  Street Name Signs		DATE: Sept. 28, 1993
		SUPERSEDES: TE-227
DIRECTED TO:  District Administrators	SIGNATURE:  <i>J.L. Butner</i>	

As enacted by the General Assembly of Virginia in its 1993 session, the Code of Virginia (Section 33.1-69.01) now requires that, "WHENEVER SO REQUESTED BY THE GOVERNING BODY OF A COUNTY, THE DEPARTMENT OF TRANSPORTATION SHALL INSTALL A SYSTEM OF STREET NAME SIGNS ON STATE-MAINTAINED HIGHWAYS AT SUCH TIME AND UPON SUCH TERMS AND CONDITIONS AS MAY BE MUTUALLY AGREED TO BETWEEN THE COUNTY AND THE COMMONWEALTH TRANSPORTATION COMMISSIONER."

"THE DEPARTMENT SHALL INSTALL, USING STATE FORCES OR CONTRACT, THE INITIAL SIGNING SYSTEM AND THE COUNTY SHALL BE RESPONSIBLE FOR CONTINUING MAINTENANCE OF THE SIGNS. SUPPLY OF THE SIGNS BY THE DEPARTMENT, EITHER BY MANUFACTURE OR PURCHASE, AND INITIAL INSTALLATION SHALL BE PAID FOR FROM APPROPRIATE SECONDARY CONSTRUCTION FUNDS ALLOCATED TO THE COUNTY OR FROM PRIMARY CONSTRUCTION FUNDS AVAILABLE TO THE DEPARTMENT."

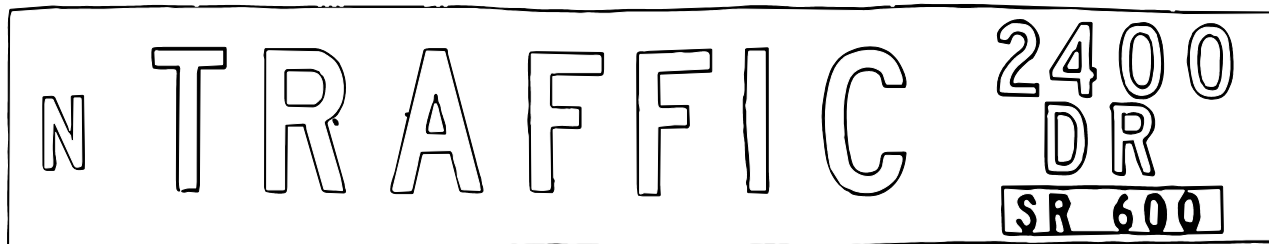
"NO HIGHWAY FUNDS SHALL BE USED BY THE COUNTY FOR THE COST OF MAINTAINING THE SIGNING SYSTEM."

The attached specifications and standards shall be used in the fabrication and installation of all street name signs. Regardless of who furnishes or installs the street name signs, the route number decals should be fabricated and installed on the signs by VDOT. Because route numbers may still be used by many motorists and emergency services personnel in some areas, the removal of the standard VG-4 secondary route panels by VDOT crews should be closely coordinated with local officials in each area. Existing VG-2 or VG-3 route assemblies should be left in place. At intersections where VG-2 or VG-3 assemblies are used, the installation of route decals on the street name signs is optional.

FMD:gyj

Attachment

cc: Mr. Ray D. Pethel  
Mr. A. W. Coates, Jr.  
Mr. David R. Gehr  
Mr. J. S. Hodge  
Directors  
Division Administrators  
Resident Engineers  
District Traffic Engineers



SIGN NOT TO SCALE  
TO BE USED AS A REPRESENTATION ONLY

Size A            Local secondary roads and subdivision streets Primary  
Size B:           routes and collector secondary roads

SHAPE	Horizontal Rectangle
-------	----------------------

**COLOR      STREET NAME SIGN**

Message:    White (Reflectorized)  
Field:        Blue or Green (Reflectorized)

**ROUTE DECAL**

Message:    Black (Non-Reflectorized)  
Field:        White (Non-Reflectorized)

SIZE*	A	B
<b>STREET NAME SIGN</b>		
Horizontal:	24" Min.	30" Min.
Horizontal:	42" Max.	48" Max.
Vertical:	6" Min.	9" Min.
<b>ROUTE DECAL</b>		
Horizontal (Field)	8"	12"
Vertical (Field)	1.25"	2.50"

**MESSAGE\***

**STREET NAME SIGN**

Prefix Capitals:	2" C	3" C
Street Name Capitals:	4" C	6" C
Suffix Capitals:	2" C	3" C
Block Number Capitals:	2" C	3" C

**ROUTE DECAL**

Capitals/Numerals	1" C	2" C
-------------------	------	------

\*        Dimensions may be modified as approved by the district traffic engineer

## PART I

## Primary Routes and Collector Secondary Roads

**Street name signs for use on primary routes and collector secondary roads shall have a minimum height of 9 inches, a minimum width of 30 inches and a maximum width of 48 inches (Size B on specification chart). Widths greater than 48 inches may be allowed in special cases upon approval of the VDOT district traffic engineer.**

**The letter size and type shall conform to the FHWA "Standard Alphabets for Highway Signs", series C, upper case. The standard letter height shall be 6 inches for the street name. The standard letter height of the suffix and prefix (if any) shall be 3 inches. Non-standard letter heights may be allowed in special cases upon approval of the VDOT district traffic engineer.**

**Spacing between letters within a street name should conform to the spacing dimensions shown in the Virginia Supplement to the Manual on Uniform Traffic Control Devices for Streets and Highways unless this will result in a sign width greater than 48 inches. In such cases, the space between letters may be reduced proportionately to a minimum of 1/2" at the closest point between two adjoining letters. If further reduction is required, series B letters may be used.**

**The normal spacing between words shall be the width of the letter "H" in the same series and height used in the words.**

**If block numbers are used, they shall be the same letter series and height as the suffix and shall be placed directly above the suffix.**

**As a minimum, all street name signs shall be fabricated with high intensity reflectorized sign sheeting. Sign text and numerals shall be white and the background shall be either green or blue at the discretion of the locality. The background color shall be uniform throughout each county or town. The use of any other colors or color combinations shall be approved by the district traffic engineer.**

**on primary routes and collector secondary roads, street name sign assemblies should be placed at least on diagonally opposite corners. Signs naming both streets should be erected at each location with their faces mounted parallel to the streets they name. Street name signs shall be placed in a manner that will allow them to be plainly seen by approaching motorists and not interfere with or block the motorists' view of other signs.**

**A blank space at least 2.50 inches high and 12 inches wide shall be provided in the lower right hand corner of the sign to accommodate a decal, provided by VDOT, containing the appropriate route number. The decal may be fabricated from any suitable material that will adhere permanently to the sign face, shall be white with a black legend consisting of 2-inch letter/numerals, and may be non-reflectorized.**

PART 11

Local Secondary Roads and Subdivision Streets

**Street name signs for use on local secondary roads and subdivision streets shall have a minimum height of 6 inches, a minimum width of 24 inches and maximum width of 42 inches (Size A on specification chart). Widths greater than 42 inches may be allowed in special cases upon approval of the VDOT district traffic engineer.**

The letter size and type shall conform to the FHWA "Standard Alphabets for Highway Signs", series C, upper case. The standard letter height shall be 4 inches for the street name. The standard letter height of the suffix and prefix (if any) shall be 2 inches. Non-standard letter heights may be allowed in special cases upon approval of the VDOT district traffic engineer.

Spacing between letters within a street name should conform to the spacing dimensions shown in the Virginia Supplement to the Manual on Uniform Traffic Control Devices for Streets and Highways unless this will result in a sign width greater than 42 inches. In such cases, the space between letters may be reduced proportionately to a minimum of 1/211 at the closest point between two adjoining letters. If further reduction is required, series B letters may be used.

The normal spacing between words shall be the width of the letter 'HI' in the same series and height used in the words.

**If block numbers are used, they shall be of the same letter series and height of the suffix and placed directly above the suffix.**

As a minimum, all street name signs shall be fabricated with high intensity reflectorized sign sheeting. Sign text and numerals shall be white and the background shall be either green or blue. The background color shall be uniform throughout the county/town. The use of any other colors or color combinations shall be approved by the district traffic engineer.

On local secondary roads and subdivision streets, at least one street name sign assembly should be mounted at each intersection. Signs naming both streets should be erected at each location with their faces mounted parallel to the streets they name.

A blank space at least 1.25 inches high and 8 inches wide shall be provided in the lower right hand corner of the sign to accommodate a decal, provided by VDOT, containing the appropriate route-number. The decal may be fabricated from any suitable material that will adhere permanently to the sign face, shall be white with a black legend consisting of 1-inch letter/numerals, and may be non-reflectorized.